

**AGENDA
MONTEREY PARK BRUGGEMEYER LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, JANUARY 19, 2016
7:00 P.M.
FRIENDS ROOM
318 S. RAMONA AVENUE, MONTEREY PARK**

Staff reports, writings or other materials related to an item on this agenda which are distributed to the Library Board of Trustees less than 72 hours before this scheduled meeting shall be available for public inspection in the Library Administrative Secretary's Office located at 318 S. Ramona Avenue, Monterey Park, CA 91754 during normal business hours. This agenda is posted 72 hours prior to the meeting at the library, City Hall located at 320 W. Newmark Avenue, Monterey Park, CA 91754 and on the City website at <http://www.montereypark.ca.gov/>

CALL TO ORDER:

ROLL CALL:

ACKNOWLEDGMENT OF ABSENCES:

1. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

This is an opportunity for members of the public to address the Library Board of Trustees on any item of interest to the public, before or during the Trustees' consideration of the item, that is within the subject matter jurisdiction of the Board of Trustees. Any member of the public wishing to address the Library Board of Trustees regarding any item on this agenda must fill out a speaker card and then return it to the Administrative Secretary prior to the announcement of the agenda item.

2. AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTION:

RECOMMENDATION: Take action if appropriate

3. APPROVAL OF MINUTES

Minutes of Regular Meeting of December 15, 2015

4. CONSENT AGENDA - APPROVAL BY MOTION:

Items on the Consent Agenda are considered to be routine, ongoing business and will be enacted by one motion. There is no separate discussion on consent items unless a Library Trustee so requests, in which event the item is removed from the Consent Agenda and considered separately.

FINANCIAL REPORTS AND EXPENDITURES:

- a. RECEIPT AND EXPENDITURE REPORT
- b. TRUST AND AGENCY ACCOUNT REPORT
- c. APPROVAL OF WARRANTS

RECOMMENDATION: Approve reports and expenditures.

5. CITY LIBRARIAN'S REPORT:

- a. *Temp Staffing*
- b. *Staffing Recruitment*
- c. *Policy Updates*

6. PRESIDENT'S REPORT:

NEW BUSINESS:

7. CIRCULATION DIVISION 6004

Presentation regarding library division responsible for loan of library materials, online patron files, and collection of library fines and fees: Circulation Services Supervisor Julie Villanueva

RECOMMENDATION: Take action if appropriate

CLOSED SESSION:

8. PERSONNEL ISSUES

RECOMMENDATION: Take action if appropriate

END OF CLOSED SESSION

UNFINISHED BUSINESS:

9. CITIZENS' PLANNING SUB-COMMITTEE UPDATE

Update and discussion regarding Selection Committee Library Consultant recommendation

RECOMMENDATION: Take action if appropriate

10. CITY LIBRARIAN PERFORMANCE EVALUATION FORM REVISIONS

Discussion regarding possible revisions to the City Librarian Performance Evaluation form

RECOMMENDATION: Take action if appropriate

ANNOUNCEMENTS:

HOUSEKEEPING ITEMS:

AGENDA ITEMS FROM THE BOARD:

Agenda items for the next regular or a special meeting from Library Board members

ADJOURNMENT:

The next regularly scheduled meeting will be held on February 16, 2016 at 7:00 P.M. in the Friends Room.